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8 May 1953

Executive Assistant to DGI

Document No. 094

NO CHANGE in Class. ☐

☐ DECLASSIFIED

Class. CHANGED TO: TS S C

DDA Memo, 4 May 77

Auth: DDA REG. 77/1763

Date: 26/01/78 By: 008

Director of Training

Weekly Summary Report

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2. The FBI has offered to the Agency four slots in a new seminar series entitled "Western Europe and the Revival of Germany." The aim of this course is to trace trends in Western Europe -- political, economic, psychological, and military -- with special emphasis on the role of the West German Federal Republic. Lecturers include high-level officers of State, NSA, and Defense. The Offices in the Agency participating in the seminar are ONE, OCD, OCI, and RE/PI.

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4. [redacted] Assessment and Evaluation Staff, has returned from his trip to the West Coast where he tested some forty candidates for the Junior Officer Program. The tests were given in Denver, Los Angeles, San Francisco, and Seattle.

5. As the result of questions raised by FB Division and RQM, a conference on the subject of the Advanced Reports Course was held on 5 May with representatives of CS offices. A general conclusion was reached that it would be better to hold this Reports Course in abeyance until the content of such a course could be worked out. The course, as previously given, had not been meeting the requirements and was not in demand. The acquisition of an experienced reports officer to run this course was felt to be a matter of high priority. [redacted] of RQM will attempt to provide

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a statement of the views of RQI as to what such a course should contain.

6. The instructors of BIC(CS) have completed their analysis of the first running of this course. This presentation seems to have been generally successful; however, certain changes are projected for the next running. These include some adjustments in the sequence of lectures, the introduction of certain seminars and panel discussions, a more carefully worked out testing program, and the introduction of a few additional lectures which would seem to be appropriate. The evaluation of the students has been worked out in discussions with the Assessment and Evaluation Staff. The new evaluation form is being used for the first time; however, this evaluation can include little more than results of objective tests.

7. We are still expecting to receive, in the near future, the reactions of DD/A and DD/P-ADMIN to the proposed Administrative Support Course.

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10. Instructor Training Course No. 10 will be conducted during the week of 25-29 May in the RAS Auditorium.

The revision and the extension of the course to two weeks has been presented to the DD/IR(S) in detail for reference to the operating divisions. After consideration of the requirements developed it will be the subject of discussion for its implementation.

11. All negative and positive material has been sorted from the Library of Congress collection of OSS film footage and is being catalogued and previewed.

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12. As of 8 May 1953, 162 CIA personnel are enrolled in TRS training courses, 858 in TRG courses (this figure includes 566 attending the Tenth CIA Orientation Course), and 271 in external training, making a total of 1291 in training programs under the jurisdiction of the Office of Training as a whole.

MATTHEW BAIRD

MB:brc

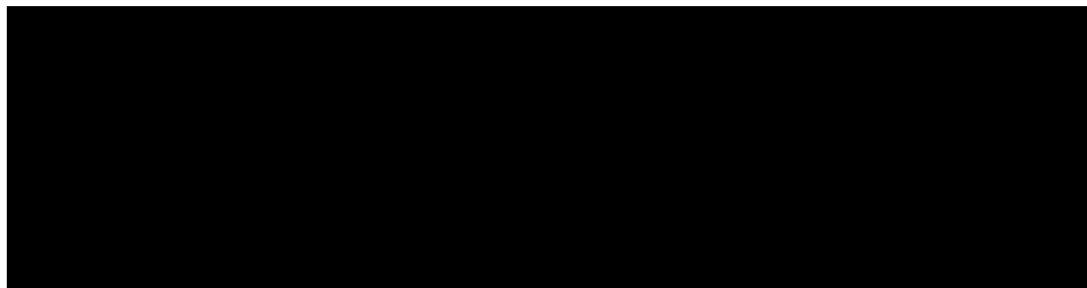
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DD/I

AD(Commo)

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14. [REDACTED] gave a briefing to representatives from the operating divisions [REDACTED]. The purpose of the meeting was to describe the training necessary [REDACTED] as well as its operational capabilities. The operating divisions have been requested to report any training requirements they have in this field so that the Office of Training can plan for future training classes.

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